

Existing policies and guidance continue to apply alongside the actions within this document, including but not limited to:

- Health and Safety Policy
- First Aid Policy
- Safeguarding & Child Protection Policy
- Outbreak Response Plan
- [DFE Guidance relating to COVID19](#)
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 (to be reported via oneSource accident reporting procedures)
- [The Health Protection \(Notification\) Regulations 2010](#)
- [Public Health England \(PHE\) \(2017\) 'Health protection in schools and other childcare facilities'](#)

**Version
2.0**

The following workplace controls remain unchanged: • adequate ventilation • sufficient cleaning • good hand hygiene

RISK ASSESSMENT FORM

Assessors name: Sarah McHugh	Date of Assessment: 3 rd January 2022	Activity/Task: Return for January 2022, with Omicron cases rising exponentially locally and nationally.
Directorate: Education	Service: Little Thurrock Group:	Headteacher: Sarah McHugh

Hazards	Who may be harmed & How	Existing Controls	Risk Rating	Further Controls	Residual Risk	Actions by whom & when	Implemented Y/N
Exposure to COVID-19	Anyone exposed to the virus or an infected person may contract Covid-19 potentially resulting in a range of health outcomes	SLT to check latest Government guidance on a regular basis and update the staff team where required. https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak From Tuesday 14 December all adults who are fully vaccinated and children aged 5 to 18 years and 6 months, identified as a contact of someone with COVID-19 – whether Omicron or not – should take a lateral flow device (LFD) test every day for 7 days instead of self-isolating. On five or more positive cases being identified in one year group, PHE will be	Likelihood: 4 Consequence: 3 Risk Level:12	Reiterate and reinforce all COVID-secure measures, incl. handwashing, cleaning, social distancing, mask wearing, ventilation of enclosed spaces, home-working/minimal occupancy in small office spaces. Air cleaning units to be trialed where CO2 monitors report high readings. Remind all staff, including new staff of the training available.	Likelihood: 4 Consequence: 3 Risk Level:12		

		<p>notified along with either the CEO, COO or the Trust EHT and advice sought regarding next steps such as moving to remote learning/working.</p> <p>Parent/carers of the outbreak year group will be notified of the outbreak and advised to be vigilant for symptoms</p>		Reminders to all pupils and students of the covid secure measures.			
Virus entering premises	Staff, Students & Contractors and their families.	<p>Staff will be asked to wear face coverings in all communal areas or when working closely with primary aged pupils. Anyone exhibiting symptoms of Covid-19 MUST leave the premises for a PCR test, parents will be advised of this and the expectation, in primary, that they will need to collect immediately when advised. The child will be taken out of class and kept in a well ventilated area whilst waiting for the parent/guardian to arrive.</p> <p>Trust staff visiting multiple schools will continue to do LFT and observe social distancing when in school.</p>	<p>Likelihood:4</p> <p>Consequence: 3</p> <p>Risk Level:12</p>	<p>It is important to continue regular twice weekly, at-home testing for all education workforce.</p> <p>Parents are encouraged to test their children twice a week, as well as themselves.</p> <p>All positive cases of staff MUST be recorded via the Trust monitoring form.</p> <p>Limit all meetings for external visitors in school to urgent or essential, such as social care, SEND reviews etc.</p> <p>All external persons, including all Trust staff MUST carry out an LFT prior to visiting the school site.</p>	<p>Likelihood:3</p> <p>Consequence: 3</p> <p>Risk Level:9</p>		
Increased contagion across the school – Leading to widespread outbreaks and staff shortages	Staff/students	<p>To minimise the likelihood of an outbreak the following measures will remain in place and be reviewed at regular intervals.</p> <p>Bubbles reintroduced to reduce contacts or classes combined within bubbles, where numbers are reduced significantly due to absences. Separate areas for break and play.</p> <p>Lunches in class.</p> <p>Separate hospitality areas – staff rooms, toilets for the staff in the specified year group or office.</p>	<p>Likelihood:4</p> <p>Consequence: 3</p> <p>Risk Level:12</p>				

		<p>In the event of a significant outbreak, (in more than one year group or team) further measures will be considered in line with PHE advice. This may include but is not limited to the following:</p> <p>Social distancing Daily Lateral Flow Tests for staff Move to remote learning for certain year groups impacted. Supply staff will be considered at a local level to enable classes to be covered.</p> <p>(IMT will continue to monitor and support the schools with budget issues in terms of affording supply support.)</p>					
Surface transfer	Staff, Students & Contractors	<p>Cleaning schedule in place and visually displayed with timings of completion and which details all items/areas to be cleaned/sanitized/disinfected and the frequency.</p> <p>Method statements to be used for each item of equipment. This includes</p> <ul style="list-style-type: none"> • Product to be used; • Method of application; including dwell time; • Cleaning order; • Disposal of product; • PPE. <p>Enhanced clean will be focused on the area once an outbreak has been advised. Regular cleaning of high traffic areas e.g. handles, hand rails, toilet areas</p>	<p>Likelihood:3</p> <p>Consequence: 3</p> <p>Risk Level:9</p>				
Ventilation	Staff, Students & Contractors	<p>Co2 monitors to be monitored regularly in teaching spaces, with measures increased to enable reduction of measurements. In the event of high readings over a week (1,500 PPM) applications will be made to the DfE for air conditioning units. (Closing date 17/01/2022)</p> <p>High level windows MUST be kept open in all spaces across the school, low level windows in classrooms should be opened prior to the start of class, and then in ten</p>	<p>Likelihood:5</p> <p>Consequence: 3</p> <p>Risk Level:15</p>	<p>In one lesson of an hour and a half, all windows will be opened for ten minutes at the start of the lesson, in the middle and towards the end of the lesson.</p> <p>Pupils should be sat away from the windows where possible during the periods of the windows opened.</p> <p>Adaptations to the dress code to enable staff and students</p>	<p>Likelihood:4</p> <p>Consequence: 3</p> <p>Risk Level:12</p>		

		<p>minute intervals throughout the day including at break and lunchtimes.</p>		<p>to stay warm whilst teaching and learning.</p>			
<p>Staff/student/pupil isolating</p>	<p>Staff/student/pupil absence</p>	<p>Following a positive Covid-19 test, the guidance now states that Isolation is now for 7 days with 2 positive LFDs taken on day 6 and again on 7.</p> <p>If both your LFD test results are negative, it is likely that you were not infectious at the time the tests were taken. To further reduce the chance of passing COVID-19 on to others, if you end your self-isolation period before 10 full days you are strongly advised:</p> <ul style="list-style-type: none"> to limit close contact with other people outside your household, especially in crowded, enclosed or poorly ventilated spaces (Limit movement around the school, where possible and maintain social distancing where possible for the ten days) to work from home if you are able to to limit contact with anyone who is at higher risk of severe illness if infected with COVID-19 to follow the guidance on how to stay safe and help prevent the spread <p>You should follow this advice until 10 full days from when your self-isolation period started.</p>	<p>Likelihood:5</p> <p>Consequence: 3</p> <p>Risk Level:15</p>				

Review date: End of Jan

Date communicated to staff: January 5th

Is a safe system of work required

Yes / No

If a new activity/equipment/any changes have been identified then Risk Assessment must be reviewed otherwise it should be reviewed annually.

Risk Matrix

The matrix below is designed to help you in identifying a risk level for a given task or activity. Using your experience, the available evidence and existing precautions/ control measures in place you will have already determined the consequence of harm, and the likelihood of the harm being realised. The level of risk for the respective task or activity can now be determined using the following matrix.

CONSEQUENCE	Catastrophic	5	5	10	15	20	25	17-25 Unacceptable Stop activity and make immediate improvements
	Major	4	4	8	12	16	20	10-16 Tolerable Look to improve within specified timescale
	Moderate	3	3	6	9	12	15	5-9 Adequate Look to improve at next review
	Minor	2	2	4	6	8	10	1-4 Acceptable No further action, but ensure controls are maintained
	Insignificant	1	1	2	3	4	5	
			1	2	3	4	5	
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